

**The College of the Humanities**  
**Greek and Roman Studies**  
**GREK 1005: Introduction to Greek I**

Professor: Shane Hawkins  
Office: 2A42 Paterson Hall  
Office hours: TBA

Class time: W/F 9:35 - 11:25  
Class room: TBA

**Course Description**

A course for beginners in ancient Greek, designed to give students a grasp of basic grammatical forms and vocabulary (with reference to English derivatives) through the reading of continuous Greek. Lectures and practice periods four hours a week.

**Textbook**

Shelmerdine, C. W. 2008. *Introduction to Greek*. 2<sup>nd</sup> ed. Newburyport, MA: Focus Publishing.

**Course Policies**

This course adheres to the general policies and procedures as described in the Academic Regulations of the University. These Regulations define plagiarism as follows: "to use and pass off as one's own idea or product work of another without expressly giving credit to another." For information on how to avoid plagiarism visit <http://www.carleton.ca/ciementors/plagiarism.htm> or talk to me.

Students with disabilities requiring academic accommodations in this course are encouraged to contact the Paul Menton Centre for Students with Disabilities (500 University Centre) to complete the necessary forms. After registering with the Centre, make an appointment to meet with me in order to discuss your needs at least two weeks before the midterm exam. This will allow for sufficient time to process your request.

December examinations are set by the University. The course instructor has no control over scheduling. Students are required to take their exams at the time set by the University, unless an exemption is granted by the Registrar. Please note: I will not grant early or deferred exams for this course.

**Grading and Evaluation**

Homework	25%	most classes
Quizzes	25%	vocabulary quiz every week
Test 1	25%	Wednesday, October 8
Test 2	25%	Wednesday, November 12

## **Please Note**

- This is a fast-paced course that requires students to stay on top of the material. You should expect to do some work for this course every day of the week.
- We will cover the first 12 chapters of our textbook in this term.
- The material is best learnt by studying in shorter, consistent sessions. You will not absorb the material if you try to cram or catch up with a single, long study session.
- There is no attendance or participation requirement, because I expect you to be present and to participate in every class. I must stress that students who do not attend classes and do not participate are inevitably unable to keep up with the material and fail the course or do not perform well.
- The exact nature of Test 1 and Test 2 will be carefully explained in class before the test dates.
- Occasionally other useful things will be provided (e.g., corrections to the textbook, practice forms for vocabulary quizzes, additional explanations of grammar).

## REGULATIONS COMMON TO ALL HUMANITIES COURSES

### COPIES OF WRITTEN WORK SUBMITTED

Always retain for yourself a copy of all essays, term papers, written assignments or take-home tests submitted in your courses.

### PLAGIARISM

The University Senate defines plagiarism as “*presenting, whether intentional or not, the ideas, expression of ideas or work of others as one’s own.*” This can include:

- reproducing or paraphrasing portions of someone else’s published or unpublished material, regardless of the source, and presenting these as one’s own without proper citation or reference to the original source;
- submitting a take-home examination, essay, laboratory report or other assignment written, in whole or in part, by someone else;
- using ideas or direct, verbatim quotations, or paraphrased material, concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another’s data or research findings;
- failing to acknowledge sources through the use of proper citations when using another’s works and/or failing to use quotation marks;
- handing in “*substantially the same piece of work for academic credit more than once without prior written permission of the course instructor in which the submission occurs.*”

Plagiarism is a serious offence which cannot be resolved directly with the course’s instructor. The Associate Deans of the Faculty conduct a rigorous investigation, including an interview with the student, when an instructor suspects a piece of work has been plagiarized. Penalties are not trivial. They can include a final grade of “F” for the course

### GRADING SYSTEM

Letter grades assigned in this course will have the following percentage equivalents:

A+ = 90-100 (12)	B = 73-76 (8)	C - = 60-62 (4)
A = 85-89 (11)	B- = 70-72 (7)	D+ = 57-59 (3)
A- = 80-84 (10)	C+ = 67-69 (6)	D = 53-56 (2)
B+ = 77-79 (9)	C = 63-66 (5)	D - = 50-52 (1)

F	Failure. Assigned 0.0 grade points
ABS	Absent from final examination, equivalent to F
DEF	Official deferral (see “Petitions to Defer”)
FND	Failure with no deferred exam allowed -- assigned only when the student has failed the course on the basis of inadequate term work as specified in the course outline.

Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean.

### WITHDRAWAL WITHOUT ACADEMIC PENALTY

The last date to withdraw from **FALL TERM** courses is **DEC. 8, 2014**. The last day to withdraw from **FALL/WINTER (Full Term)** and **WINTER** term courses is **APRIL 8, 2015**.

### REQUESTS FOR ACADEMIC ACCOMMODATION

You may need special arrangements to meet your academic obligations during the term because of disability, pregnancy or religious obligations. Please review the course outline promptly and write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. You can visit the Equity Services website to view the policies and to obtain more detailed information on academic accommodation at: [carleton.ca/equity/accommodation/](http://carleton.ca/equity/accommodation/)

Students with disabilities requiring academic accommodations in this course must register with the Paul Menton Centre for Students with Disabilities (PMC) for a formal evaluation of disability-related needs. Documented disabilities could include but not limited to mobility/physical impairments, specific Learning Disabilities (LD), psychiatric/psychological disabilities, sensory disabilities, Attention Deficit Hyperactivity Disorder (ADHD), and chronic medical conditions. Registered PMC students are required to contact the PMC, 613-520-6608, every term to ensure that your Instructor receives your Letter of Accommodation, no later than two weeks before the first assignment is due or the first in-class test/midterm requiring accommodations. If you only require accommodations for your formally scheduled exam(s) in this course, please submit your request for accommodations to PMC by **Nov. 7, 2014** for the Fall term and **March 6, 2015** for the Winter term. For more details visit the Equity Services website: [carleton.ca/equity/accommodation/](http://carleton.ca/equity/accommodation/)

### PETITIONS TO DEFER

If you miss a final examination and/or fail to submit a **FINAL** assignment by the due date because of circumstances beyond your control, you may apply a deferral of examination/assignment. If you are applying for a deferral due to illness you will be required to see a physician in order to confirm illness and obtain a medical certificate dated no later than one working day after the examination or assignment deadline. This supporting documentation must specify the date of onset of the illness, the degree of incapacitation, and the expected date of recovery.

If you are applying for a deferral for reasons other than personal illness, please [contact](#) the Registrar’s Office directly for information on other forms of documentation that we accept.

Deferrals of assignments must be supported by confirmation of the assignment due date, for example a copy of the course outline specifying the due date and any documented extensions from the course instructor.

Deferral applications for examination or assignments must be submitted within **5 working days** of the original final exam.

### ADDRESSES: (Area Code 613)

College of the Humanities 520-2809	300 Paterson
Greek and Roman Studies Office 520-2809	300 Paterson
Religion Office 520-2100	2A39 Paterson
Registrar's Office 520-3500	300 Tory
Student Academic Success Centre 520-7850	302 Tory
Paul Menton Centre 520-6608/TTY 520-3937	501 Uni-Centre
Writing Tutorial Service 520-2600 Ext. 1125	4 <sup>th</sup> Floor Library
Learning Support Service 520-2600 Ext 1125	4 <sup>th</sup> Floor Library